

STATE OF IDAHO

EMERGENCY MEDICAL SERVICES BUREAU

CERTIFICATION STANDARDS MANUAL

Authority:

Idaho Code § 56-1011 and § 56-1013

Rules Governing Emergency Medical Services: IDAPA 16.02.03.002; 16.02.03.500; 16.02.03.501; 16.02.03.510; 16.02.03.511; 16.02.03.512; 16.02.03.513; and 16.02.03.514

Rules for EMS Personnel IDAPA 22.01.03 et seq.

Rules Governing Mandatory Criminal History Checks IDAPA 16.05.06 et seq.

This EMS Certification Standards Manual applies to certification and recertification's issued between July 1, 2004 and June 30, 2006. EMS providers who were certified or recertified before June 30, 2004 should refer to the standards manual in effect at the time the certification or recertification was issued.

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I. DEFINITIONS

Applicant: An individual who has completed all requirements for certification and has submitted documentation and an application to the EMS Bureau.

Approved Course: A course for certification or refresher training that has been authorized by the Idaho EMS Bureau.

Candidate: An individual who is pursuing one or more requirements for certification.

Certification: A credential issued to an individual by the EMS Bureau for a specific period of time indicating that minimum standards corresponding to one or several levels of EMS proficiency have been met.

Certification Period: The length of time during which a certification is valid

Certified Personnel: Individuals who have completed training and successfully passed examinations for training and skills proficiency in one or several levels of emergency medical services, and who have been issued a certification by the EMS Bureau.

Clinical Evaluation: The evaluation of (a) clinical skill(s) in a setting designated by the medical director or their designee.

Continuing Education: Prepared training sessions related to the objectives of the initial training course or curriculum, or that are a logical progression of those objectives.

Continuous Certification: Maintaining constant Idaho certification without a lapse.

Criminal History Check: A process defined by the Idaho Department of Health and Welfare to determine if a candidate for certification has any relevant criminal history that may affect the candidate's eligibility for certification.

DOT-NHTSA: U.S. Department of Transportation National Highway Traffic Safety Administration.

Evidence of Identification: A current state driver's license, State issued identification card, passport, or identification card issued by the Armed Forces of the United States.

Field Performance Evaluation: The concurrent or retrospective evaluation by the medical director or designee of skills performed in the field setting.

Idaho EMS Provider Form: The standardized form and required documentation submitted by a candidate seeking state certification at one of various levels.

Idaho EMS Provider Reciprocity Form: The standardized form and required documentation submitted by a candidate seeking state certification at one of various levels through the reciprocity process.

Interactive Workshop: A planned educational event under the guidance of the medical director or designee, using a scenario based format in which a skill is demonstrated, performed, evaluated, and remediated as indicated.

Lapsed Certification: A certification with an expiration date that is in the past and is no longer valid.

National Registry Application: An application required by the NREMT to determine the eligibility of a candidate to take the NREMT examination and allowing the results to be processed.

National Registry of Emergency Medical Technicians (NREMT): An independent, nongovernmental, not-for-profit registration organization, which prepares validated examinations for the states' use in evaluating candidates for certification.

National Registry of Emergency Medical Technicians registration: Official documentation provided to an individual at one of several levels indicating that the person has successfully completed a NREMT validated examination.

Practical Performance Exam: The evaluation of a skill by the medical director or designee.

Prehospital Provider: An individual who possesses a current Idaho issued EMS certification.

Provisional Certification: A credential issued to an individual by the EMS Bureau while awaiting the results of various certification requirements.

Recertification: The process of renewing the certification of an individual at the same level of practice.

Recertification Continuing Education Record: A document used in conjunction with the Idaho EMS Provider Form to record and report compliance with recertification requirements.

Reciprocity: A process by which a person trained in or certified by another State, U.S. Territory, or branch of the U.S. Armed Services may request initial certification in Idaho.

Re-entry: A process by which a candidate whose certification has been expired for more than two (2) years regains certification

Refresher Course: A standardized modular training program that is based upon the objectives of the initial training curriculum, which includes a structured evaluation covering those objectives.

Reinstatement: A process by which a candidate whose certification has expired less than two (2) years regains certification.

Reversion: A process by which a candidate who holds current Idaho certification relinquishes it for certification at a lower level.

Skill Verification: The evaluation of a provider's ability to perform a defined assessment, action or treatment.

State Certification Exam: A test of entry level knowledge corresponding with a level of certification sought which is approved by the State Health Officer and administered by the EMS Bureau.

Successful Completion: A favorable (passing) review by the evaluating clinician, primary instructor(s), course coordinator, or the program medical director, verifying that the candidate has met all training requirements and minimum attendance requirements of an EMS training course.

Verification of Affiliation: An Idaho EMS Provider form or documentation signed by the agency chief administrative officer or designee of an Idaho licensed EMS agency stating that the agency intends to permit the candidate to provide patient care as an employee or volunteer with that EMS agency

II. WHO MUST BE CERTIFIED

- A. The State of Idaho requires an individual to possess current certification from the EMS Bureau to represent self as or perform the duties of an emergency medical services provider in Idaho.
- B. Certification permits an individual to provide emergency medical services within the scope of practice of the corresponding certification level and clinical designation of the licensed EMS agency.
- C. Individuals possessing other state certification or registration by the National Registry of Emergency Medical Technicians shall apply for Reciprocity and achieve Idaho certification before providing EMS services.
- D. All forms required for Idaho certification are available at www.idahoems.org or the EMS Bureau Regional offices.

III. CERTIFICATION EXAMINATION

- A. The examination for providers seeking Idaho EMS certification for First Responder, EMT-Basic, Advanced EMT-A, and EMT-Paramedic is the National Registry of Emergency Medical Technicians (NREMT) Written Examination with a practical component that meets the standards adopted by the State of Idaho. The examination for EMT-Intermediate is the Idaho EMT-I state test and its practical component.
- B. The minimum passing score for all written examinations is 70%.
- C. Idaho trained candidates shall successfully complete a certification examination within twenty-four (24) months of course completion.
- D. Failure to pass the certification examination within twenty-four (24) months of course completion requires the candidate to repeat the initial training course to be eligible for the certification examination.
- E. Refer to the current edition of the “EMS Bureau Examination Standards Manual” for specific examination information.

IV. LENGTH OF CERTIFICATION

- A. Initial First Responder and EMT-Basic certifications are issued up to a maximum of forty-two (42) months from the date of the successful certification examination.
- B. Initial Advanced EMT-A, EMT-Intermediate and EMT-Paramedic certifications are issued up to a maximum of thirty (30) months from the date of the successful certification examination.
- C. The effective date of the certification is the date a complete application is verified and approved by the Certification & Licensure designated staff.
- D. Certification expiration dates are determined from the month of successful completion of the required examination
- E. The certification expiration dates for First Responder and EMT-Basic is December 31 or June 30.
- F. The certification expiration date for Advanced EMT-A, EMT-Intermediate and EMT-Paramedic is June 30.
- G. The length of certification calculated from the examination date must allow the certification to reach the designated expiration date within the maximum time limit for initial certification identified in A and B above.

H. Table A: Reflects First Responder and EMT-Basic certification expiration dates correlated with testing dates.

Table A

TEST DATE	EXPIRATION DATE
06/01-11/01	12/31/2004
12/01 – 05/02	06/30/2005
06/02 – 11/02	12/31/2005
12/02 – 05/03	06/30/2006
06/03 – 11/03	12/31/2006
12/03 – 05/04	06/30/2007
06/04 – 11/04	12/31/2007
12/04 – 05/05	06/30/2008
06/05-11/05	12/31/2008

I. Table B: Reflects Advanced EMT-A, EMT-Intermediate and EMT-Paramedic certification expiration dates correlated with the testing dates.

Table B

TEST DATE	EXPIRATION DATE
12/01 - 11/02	06/30/2004
12/02 - 11/03	06/30/2005
12/03 - 11/04	06/30/2006
12/04 - 11/05	06/30/2007
12/05 - 11/06	06/30/2008

V. INITIAL APPLICATION FOR CERTIFICATION

- A. The candidate will submit to the EMS Bureau Regional Office:
 - 1. A completed "Idaho EMS Provider Form" for initial certification
 - 2. A completed criminal history authorization
 - 3. Applicable fees (attachment A)
- B. The EMS Bureau Regional Office will review the application for compliance with certification requirements.
- C. Upon verification and approval of the application, the Regional Office staff will issue the appropriate certification to the applicant.

VI. IDAHO TRAINED CERTIFICATION APPLICANTS

- A. To be eligible for certification applicants will meet the initial certification requirements in this section.
- B. Each time an individual changes their level of certification, it is an initial certification. A provider does not need to complete another Criminal History check if one was completed for a previous certification level unless compelled to do so per IDAPA 16.02.03.501.03, Criminal Background Check. For reversion candidates see section XVII.
- C. Provide evidence of completion of an initial certification training program approved by the Idaho EMS Bureau at the level of certification being sought.
- D. Successfully complete the Idaho certification examination for that level.
- E. Possess a current state driver's license, State issued identification card, passport, or U.S. Armed Forces identification card.
- F. First Responder has no other requirements.
- G. EMT-Basic applicants shall provide verification of affiliation with an Idaho EMS Bureau licensed agency that functions at or above the Basic Life Support level.

H. Advanced EMT-A additional requirements:

1. An Ambulance rating is required for Advanced EMT-A certification which may be obtained concurrently with application.
2. Provide verification of affiliation with an Idaho EMS Bureau licensed agency that functions at or above the Intermediate Life Support level.
3. Pay the initial certification fee of thirty-five dollars (\$35).

I. EMT-Intermediate additional requirements:

1. Provide evidence of affiliation with an Idaho EMS Bureau licensed agency that functions at the Advanced Life Support level.
2. Pay the initial certification fee of thirty-five dollars (\$35).

J. EMT-Paramedic additional requirements:

1. Provide evidence of affiliation with an Idaho EMS Bureau licensed agency that functions at the Advanced Life Support level.
2. Pay the initial certification fee of thirty-five dollars (\$35).

VII. AMBULANCE RATING

A. The Idaho EMS Bureau issues an Ambulance Rating to an EMT-Basic based on successful completion of twenty-five (25) supervised infield patient contacts as defined by the Board of Health and Welfare.

B. The EMT-Ambulance rating is required for certification as an Idaho Advanced Emergency Medical Technician-Ambulance.

C. Ambulance Rating Application Process

1. Submit an "Idaho EMS Provider Form" for EMT-Ambulance Rating to the EMS Bureau Regional Office.
2. An authorized official from the agency, with which the applicant is affiliated, must sign the EMT-Ambulance Rating request.
3. The EMS Bureau designated staff will issue the provider a letter documenting the Ambulance Rating.

VIII. PROVISIONAL CERTIFICATION

- A. A credential issued to an individual by the EMS Bureau while awaiting the results of various certification requirements.
- B. An individual with “Provisional Certification” may function within the scope of practice for the level of certification issued.
- C. Provisional certifications are issued for four (4) months.
- D. The Certification & Licensure designated staff may extend Provisional certifications.

IX. RECERTIFICATION PROCEDURE

- A. The individual is responsible for meeting recertification requirements and submitting the appropriate completed recertification guide and “Idaho EMS Provider Form” to the EMS Bureau Regional Office before the expiration date of their current certification.
- B. Recertification documents may be submitted:
 - 1. By Mail, postmarked on or before the expiration date of the current certification or
 - 2. In person or
 - 3. By Fax.
- C. When the due date for recertification falls on a weekend or holiday, the EMS Bureau will accept documents until the close of the next regular business day.
- D. The EMS Bureau Regional Office will review the recertification guide for compliance with recertification requirements.
- E. Upon verification and approval of the recertification guide information the applicant is recertified.
- F. The Regional Office will issue the appropriate certification card to the applicant in the region where the provider is affiliated.

X. RECERTIFICATION REQUIREMENTS

- A. The applicant shall complete all continuing education and skill proficiency requirements between the effective date and the expiration date of the current level and term of certification.
- B. All documentation will be submitted on forms provided by the EMS Bureau Regional Office. Forms may also be obtained online at idahoems.org.
- C. All continuing education shall be consistent with an applicant's level of certification and functional job analysis.
- D. The Idaho EMS Bureau may audit continuing education records to verify documentation of continuing education and skill proficiency.
- E. To be eligible for recertification all applicants shall meet the requirements listed in the corresponding section.

F. First Responder:

- 1. Successfully complete a First Responder Refresher Course approved by the Idaho EMS Bureau and complete an additional six (6) hours of continuing education, or
- 2. Successfully complete an EMT-Basic Refresher Course approved by the Idaho EMS Bureau.

G. EMT-Basic:

- 1. Successfully complete a EMT-Basic Refresher Course approved by the Idaho EMS Bureau and
- 2. Complete an additional twenty-four (24) hours of continuing education and
- 3. The agency medical director, training officer, or administrative officer shall sign the recertification guide verifying proficiency in the following skills:
 - a) Trauma and Medical Patient Assessment and Management
 - b) Cardiac Arrest Management including CPR/AED Skills
 - c) Ventilatory Management and Oxygen Administration to include upper airway adjuncts, suction, and Bag-valve-mask
 - d) Hemorrhage Control/Shock Management

- e) Splinting Procedures to include traction splinting
 - f) Assisted Medication Administration
 - g) Childbirth Skills to include care of the newborn
 - h) Spinal Immobilization both seated and supine including application of the cervical collar
4. The affiliated agency is responsible for maintaining documentation of all skill verifications.
5. Skills documentation shall include:
- a) Date of verification
 - b) Name of the person being evaluated
 - c) Individual performing the evaluation
 - d) Skill(s) being verified
 - e) Method of verification
 - (1) Field performance
 - (2) Practical exam
 - (3) Clinical evaluation
 - (4) Interactive workshop
6. Provide verification of affiliation with an Idaho EMS Bureau licensed agency that functions at or above the Basic Life Support level.
7. The signature of the agency chief administrator officer or their designee is required as proof of agency affiliation

H. Advanced EMT-A:

1. Successfully complete a EMT-Basic refresher course approved by the Idaho EMS Bureau and
2. Successfully complete a Advanced EMT-A refresher course approved by the Idaho EMS Bureau and
3. Complete an additional twenty-four (24) hours of continuing education and
4. The agency medical director shall sign the recertification guide documenting proficiency in the following skills:
 - a) Trauma and Medical Patient Assessment and Management
 - b) Cardiac Arrest Management and CPR/AED Skills
 - c) Basic Ventilatory Management and Oxygen Administration to include upper airway adjuncts, suction, and Bag-Valve-Mask
 - d) Advanced Airway Management
 - e) Intravenous Therapy
 - f) Hemorrhage Control/Shock Management
 - g) Splinting Procedures to include traction splinting
 - h) Assisted Medication Administration
 - i) Childbirth Skills to include care of the newborn
 - j) Spinal Immobilization both seated and supine including application of cervical collar
5. The affiliated agency is responsible for maintaining documentation of all skill verifications.

6. Skill Documentation shall include
 - a) Date of verification
 - b) Name of the person being evaluated
 - c) Individual performing the evaluation
 - d) Skill(s) being verified
 - e) Method of verification
 - (1) Field performance
 - (2) Practical exam
 - (3) Clinical evaluation
 - (4) Interactive workshop
7. Provide verification of affiliation with an Idaho EMS Bureau licensed agency that functions at or above the level of Intermediate Life Support.
8. The signature of the agency chief administrative officer or their designee is required as proof of agency affiliation.
9. Pay the recertification fee of twenty-five dollars (\$25) to the Idaho EMS Bureau.

I. EMT-Intermediate:

1. Successfully complete sixty (60) hours of continuing education through the following categories and venues.
 - a) Categories of continuing education:
 - (1) Assessment Based Management
 - b) Airway Management and Ventilation
 - c) Emergency Pharmacology
 - d) Trauma Assessment and Management
 - e) Medical Assessment and Management including cardiac arrest management

- f) Pediatrics Assessment and Management including infant and newborn resuscitation
 - g) Special Considerations, e.g. geriatric patients, special need children, etcetera
 - h) EMS Systems General Topics, e.g., Emergency Vehicle Operations Course, medical legal etcetera
- 2. There shall be at least four (4) hours of participation in each category.
- 3. Venues of continuing education:
 - a) Structured Classroom Sessions
 - b) Refresher Programs that revisit the original curriculum and have an evaluation component
 - c) Nationally Recognized Courses, e.g., ACLS, PALS, BTLIS
 - d) Regional and National conferences
 - e) Teaching Topical Material
 - f) Agency Medical Director approved Self-Study or Directed Study including the use of video, CD-ROM, and distance learning
 - g) Case Reviews and Grand Rounds
 - h) Formal Distance Learning
 - i) Journal Article Review with an evaluation instrument
- 4. Continuing education shall include at least six (6) of the nine (9) venues.
- 5. The agency medical director shall sign the recertification guide documenting proficiency in the following skills:
 - a) History Taking
 - b) Medical Assessment and Management
 - c) Trauma Assessment and Management
 - d) Advanced Cardiac Arrest Management
 - e) Infant Resuscitation to include airway obstruction

- f) Basic Airway Management to include bag valve mask and bag valve tube ventilation
 - g) Advanced Airway Management to include endotracheal intubation
 - h) Cardiac Rhythm Interpretation including the ability to correctly interpret oscilloscopic and hard copy electrocardiograms
 - i) Spinal Immobilization both seated and supine including application of the cervical collar
 - j) Fracture Immobilization including traction splinting
 - k) EMS Medical Communications involving voice and ECG telemetry communications procedures including actions during communications failures
 - l) Intravenous Therapy
 - m) Parenteral Drug Administration
 - n) CPR proficiency/AED Awareness
 - o) Obstetrics Delivery Procedures to include care of the newborn
6. The affiliated agency is responsible for maintaining documentation of all skill verifications.
7. Skills documentation shall include
- a) Date of verification
 - b) Name of the person being evaluated
 - c) Individual performing the evaluation
 - d) Skill(s) being verified
 - e) Method of verification
 - (1) Field performance
 - (2) Practical exam
 - (3) Clinical evaluation
 - (4) Interactive workshop

8. Provide verification of affiliation with an Idaho EMS Bureau licensed agency that functions at the level of Advanced Life Support.
9. The signature of the agency chief administrative officer or their designee is required as proof of agency affiliation.
10. Pay the recertification fee of twenty-five dollars (\$25) to the Idaho EMS Bureau.

J. EMT-Paramedic:

1. Successfully complete seventy-two (72) hours of continuing education through the following categories and venues.
 - a) Categories of continuing education:
 - (1) Assessment Based Management
 - b) Airway Management and Ventilation
 - c) Emergency Pharmacology
 - d) Trauma Assessment and Management
 - e) Medical Assessment and Management including cardiac arrest management
 - f) Pediatrics Assessment and Management including infant and newborn resuscitation
 - g) Special Considerations, e.g. geriatric patients, special need children, etcetera
 - h) EMS Systems General Topics, e.g., Emergency Vehicle Operations Course, medical legal etcetera
2. There shall be at least four (4) hours of participation in each category
3. Venues of continuing education:
 - a) Structured Classroom Sessions
 - b) Refresher Programs that revisit the original curriculum and have an evaluation component
 - c) Nationally Recognized Courses, e.g., ACLS, PALS, BTLIS

- d) Regional and National conferences
 - e) Teaching Topical Material
 - f) Agency Medical Director approved Self-Study or Directed Study including the use of video, CD-ROM, and distance learning
 - g) Case Reviews and Grand Rounds
 - h) Formal Distance Learning
 - i) Journal Article Review with an evaluation instrument
4. Continuing education shall include at least six (6) of the nine (9) venues.
5. The agency medical director shall sign the recertification guide documenting proficiency in the following skills:
- a) History Taking
 - b) Medical Assessment and Management
 - c) Trauma Assessment and Management
 - d) Advanced Cardiac Arrest Management
 - e) Infant Resuscitation to include airway obstruction
 - f) Basic Airway Management to include bag valve mask and bag valve tube ventilation
 - g) Advanced Airway Management to include endotracheal intubation
 - h) Cardiac Rhythm Interpretation including the ability to correctly interpret oscilloscopic and hard copy electrocardiograms
 - i) Spinal Immobilization both seated and supine including application of the cervical collar
 - j) Fracture Immobilization including traction splinting
 - k) EMS Medical Communications involving voice and ECG telemetry communications procedures including actions during communications failures
 - l) Intravenous Therapy

- m) Parenteral Drug Administration
 - n) CPR proficiency/AED Awareness
 - o) Obstetrics Delivery Procedures to include care of the newborn
6. The affiliated agency is responsible for maintaining documentation of all skill verifications.
7. Skills documentation shall include
- a) Date of verification
 - b) Name of the person being evaluated
 - c) Individual performing the evaluation
 - d) Skill(s) being verified
 - e) Method of verification
 - (1) Field performance
 - (2) Practical exam
 - (3) Clinical evaluation
 - (4) Interactive workshop
8. Provide verification of affiliation with an Idaho EMS Bureau licensed agency that functions at the level of Advanced Life Support.
9. The signature of the agency chief administrative officer or their designee is required as proof of agency affiliation.
10. Pay the recertification fee of twenty-five dollars (\$25) to the Idaho EMS Bureau.

XI. CONTINUING EDUCATION METHODS

A. All continuing education shall be consistent with an applicant's level of certification and functional job analysis.

B. Certified personnel will meet continuing education requirements through the following methods:

1. Structured classroom sessions on EMS specific topics.
2. Attendance at EMS conferences, seminars, nationally recognized courses; Continuing Education Coordinating Board for EMS (CECBEMS) approved education, distributive learning by internet, video teleconference or electronic media, or other structured training which meet the definition of continuing education.
3. Training and practical skill practice based upon consideration of local or jurisdictional needs.
4. Participation in a self-study topic review prospectively approved by the agency Medical Director or Training Officer.
5. Structured case review and grand rounds.
6. Teaching topical material credited on an hour for hour basis for continuing education credit.
7. An instructor may instruct and/or attend all of a refresher course at their level of certification to satisfy refresher course requirements.
8. An approved instructor who teaches and /or attends a complete initial certification course at their level of certification may use that course to fulfill the refresher and continuing education requirements.

XII. RECIPROCITY

- A. An individual who has successfully completed an EMS training program approved by another state, U.S. Territory, or branch of the U.S. Armed Services may apply for EMS certification.
- B. The individual must satisfy the criteria for initial certification for the level applied for as listed in this standards manual.
- C. The individual must possess current NREMT registration or state EMS certification at or above the level of certification being sought.
- D. Applicants possessing state issued certification will submit an “Idaho Certification Verification Request” completed by the certifying state.
 - 1. The requisite form is available from the Regional EMS Bureau office on application for Reciprocity or the Idaho EMS Bureau web site at idahoems.org.
 - 2. The applicant is responsible for securing the completion of the form by the certifying state.
 - 3. The completed document is returned to the EMS Bureau Certification & Licensure Program in the stamped self-addressed envelope supplied.
- E. Applicants possessing only state issued certification must take a National Registry assessment examination as administered by the EMS Bureau.
- F. Length of reciprocity certification:
 - 1. Initial First Responder and EMT-Basic certifications are issued up to a maximum of forty-two (42) months from the date of the certification examination.
 - 2. Initial Advanced EMT-A, EMT-Intermediate, and EMT-Paramedic certifications are issued up to a maximum of thirty (30) months from the date of the certification examination.
- G. The effective date of the certification is the date a complete application is verified and approved by the Certification & Licensure designated staff.
- H. Certification expiration dates are determined from the month of successful completion of the required examination.
- I. The certification expiration dates for First Responder and EMT-Basic is December 31 or June 30.

J. The certification expiration date for Advanced EMT-A, EMT-Intermediate, and EMT-Paramedic is June 30.

K. The length of certification calculated from the examination date must allow the certification to reach the designated expiration date within the maximum time limit for initial certification identified in Section IV, Length of Certification.

L. Applicants with NREMT registration whose initial examination date exceeds the maximum allowable length of certification will take an assessment examination as administered by the EMS Bureau. The maximum allowable date is based on the provider having taken and passed a NREMT exam within the providers last certification period.

1. When the applicant is required to complete an examination, the certification expiration date is based on the date of successful completion.
2. The applicant may elect to take the examination and use that test date as the basis for certification.
3. The applicant is responsible for all recertification requirements, regardless of the length of certification issued.

M. Application procedure:

1. Submit a completed “EMS Provider Reciprocity Form” to the EMS Bureau Regional Office.
2. Complete a criminal history check through the Department of Health & Welfare in accordance with Rules Governing Mandatory Criminal History Checks IDAPA 16.05.06.
3. Possess a current state driver’s license, state issued identification card, passport, or U.S. Armed Forces identification card.

N. Additional requirements by level of certification:

1. First Responder has no additional requirements.
2. EMT-Basic:
 - a) Provide evidence of affiliation with an Idaho EMS Bureau licensed agency, which functions at or above the Basic Life Support level.
 - b) The signature of the agency chief administrative officer or their designee is required as proof of agency affiliation.

3. Advanced EMT-A:

a) Possess an Idaho EMT-Ambulance rating.

(1) Reciprocity applicants may achieve the ambulance rating during the provisional certification period. They will be issued an EMT-Basic provisional card and must complete 25 patient contacts.

(2) Reciprocity applicants may have the form signed by an authorized agency official from the state of origin.

b) Provide evidence of affiliation with an Idaho EMS Bureau licensed agency, which functions at or above the Intermediate Life Support level.

c) The signature of the agency chief administrative officer or their designee is required as proof of agency affiliation.

d) Pay the initial certification fee of thirty-five (\$35) dollars.

e) Checks are payable to the EMS Bureau

4. EMT-Intermediate:

a) Provide evidence of affiliation with an Idaho EMS Bureau licensed agency, which functions at or above the Intermediate Life Support level.

b) Provide evidence of certification at the EMT-I 99 or equivalent level.

c) The signature of the agency chief administrative officer or their designee is required as proof of agency affiliation.

d) Pay the initial certification fee of thirty-five (\$35) dollars.

e) Checks are payable to the EMS Bureau

5. EMT-Paramedic:

- a) Provide evidence of affiliation with an Idaho EMS Bureau licensed agency, which functions at or above the Advanced Life Support level.
- b) The signature of the agency chief administrative officer or their designee is required as proof of agency affiliation.
- c) Pay the initial certification fee of thirty-five (\$35) dollars.
- d) Checks are payable to the EMS Bureau.

O. Reciprocity applicants may be issued provisional certification until all components of reciprocity are complete.

XIII. CHANGE OF STATUS

A. Providers will submit an “Idaho EMS Provider” form to report a change in any of the following:

- 1. Name
- 2. Mailing address
- 3. Telephone
- 4. Affiliation

B. The provider will submit the completed form to the Regional EMS Bureau Office within thirty (30) days of the change in status.

XIV. REPLACEMENT CARDS

A. Any certified provider may request a replacement card by contacting the EMS Bureau Regional Office.

XV. LAPSED CERTIFICATION

A. A provider who does not submit a recertification application prior to their certification expiration date has lapsed and the certification is no longer valid. A provider previously certified in Idaho who maintains a valid NREMT card and/or a valid card from another state but has not maintained a current Idaho certification would be considered a reciprocity candidate. Refer to Section XII.

B. No grace periods or extensions can be granted.

C. When certification has lapsed, one may not perform the duties of a certified provider.

D. Reinstatement:

1. A provider may apply for reinstatement of a certification within twenty-four (24) months from the date the certification expired.
2. The duration of reinstated certification will be calculated from the date the most recent certification expired.
3. The individual must reinstate the certification at the same level.

E. Reinstatement Requirements:

1. Submit a completed "Idaho EMS Provider Form" for initial certification to the EMS Bureau Regional Office.
2. Submit a recertification guide appropriate to the level of certification being reinstated that documents completion of all recertification requirements for the lapsed certification period.
3. Provide documentation of additional continuing education hours, in addition to the recertification requirements, proportionate to the amount of time since the expiration date of the lapsed certification.
 - a) First Responder 1 hour per six (6) months
 - b) EMT-Basic 1 hour per month
 - c) Advanced EMT-A 1 hour per month
 - d) EMT-Intermediate 3 hours per month
 - e) EMT-Paramedic 6 hours per month
4. Complete a criminal history check through the Department of Health & Welfare, in accordance with Rules Governing Mandatory Criminal History Checks, IDAPA 16.05.06.

5. Applicants for reinstatement, who have not successfully completed a National Registry examination corresponding to the level of reinstatement within the lapsed certification term, will be required to take and pass an assessment examination as administered by the EMS Bureau.
6. EMT-Basic, Advanced EMT-A, EMT-Intermediate, and EMT-Paramedic candidates will provide evidence of affiliation with an Idaho EMS Bureau licensed agency that functions at or above the level of certification sought.
7. The signature of the agency chief administrative officer or their designee is required as proof of agency affiliation.
8. Advanced EMT-A, EMT-Intermediate, and EMT-Paramedic candidates will pay the \$35 initial certification fee.
9. Checks are payable to the EMS Bureau.

XVI. Re-entry:

- A. If a certification has lapsed more than twenty-four (24) months and an individual has not maintained National Registration or a certification issued by another state, or applied for reinstatement they shall complete all requirements for initial certification, including an initial training course.

XVII. REVERSION OF CERTIFICATION

- A. An individual who possesses current Idaho certification may relinquish it and receive certification at a lower level with the same expiration date as the original certification.
- B. The relinquished card must be returned to the EMS Bureau.
- C. The individual must meet all recertification requirements of the new level prior to the expiration date.
- D. Reversion of certification will not prevent investigative or disciplinary action, which may take place thereafter.

XVIII. SURRENDER OF CERTIFICATION

- A. An individual who possesses current Idaho certification may relinquish that certification at any time.
- B. The individual will submit a written notice of surrender to the EMS Bureau Regional Office.
- C. The relinquished certification card must be returned to the EMS Bureau.

FEE SCHEDULE

Examination fees include only the written portion of the examination. When a practical component is required, additional cost may be incurred by the candidate. Please note that fees are subject to change without prior notice.

ACTIVITY	FEE	PAYABLE TO
Initial Certification – Advanced EMT-A, EMT-Intermediate & EMT-Paramedic	\$35	EMS Bureau
Recertification Fee - Advanced EMT-A, EMT-Intermediate & EMT-Paramedic	\$25	EMS Bureau
Initial NREMT – First Responder & EMT Basic	\$20	NREMT
Initial NREMT – Advanced EMT-A	\$45	NREMT
Initial Idaho EMT-Intermediate	\$45	EMS Bureau
Initial NREMT – EMT-Paramedic	\$50	NREMT
Reinstatement Examinations – First Responder & EMT Basic	\$20	NREMT
Reinstatement Examinations – Advanced EMT-A	\$45	NREMT
Reinstatement Examinations- EMT-Intermediate	\$45	EMS Bureau
Reinstatement Examinations – EMT-Paramedic	\$50	NREMT
Reciprocity Examinations - First Responder & EMT Basic	\$20	NREMT
Reciprocity Examinations – Advanced EMT-A	\$45	NREMT
Reciprocity Examinations – EMT-Paramedic	\$50	NREMT